

169

JUL 07 2021

MINUTES

The Town of Manteo Board of Commissioners held their Regular July 7, 2021 meeting at 6:30 p.m. at 407 Budleigh Street, Manteo, NC.

The following members were present:

Mayor Bobby Owens
Mayor Pro-Tem Betty Selby
Commissioner Darrell Collins
Commissioner Richie Burke
Commissioner Jason Borland
Commissioner Christine Walker
Commissioner Eddie Mann

The following members were absent:

Also present at the meeting were:

Town Manager James Ayers
Town Attorney Ben Gallop
IT Director Carl Woody
Town Clerk Jamie Whitley
Town Planner Melissa Dickerson

Mayor Bobby Owens called the meeting to order at 6:30 p.m.

Mayor Owens asked for a moment of silence followed by the Pledge of Allegiance.

SUBJECT: Adoption of Agenda as presented or amended

MOTION: A motion was made by Commissioner Walker and seconded by Commissioner Borland to approve the agenda as presented and was approved by the following roll call vote: Ayes: Mayor Pro-Tem Selby, Commissioners Burke, Mann, Borland, Walker, and Collins. Nays: None. Absent: None. **Motion carried unanimously.**

SUBJECT: Adoption of the items on the Consent Agenda as presented or amended

MOTION: A motion was made by Commissioner Collins and seconded by Mayor Pro-Tem Selby to approve the Consent Agenda with the following items: Regular June 2, 2021 minutes; Recessed June 16, 2021 minutes; and Update to Town of Manteo Personnel Policy and was approved by the following roll call vote: Ayes: Mayor Pro-Tem Selby, Commissioners Burke, Mann, Borland, Walker, and Collins. Nays: None. Absent: None. **Motion carried unanimously.**

PUBLIC COMMENTS

Members of the public are invited to address the Board of Commissioners on any topic. Public Comment is not intended to require the Board to answer any impromptu questions or to take any

JUL 07 2021

170

action on items brought up during the public comment period. Speakers will address all the comments to the Board as a whole and not one individual Commissioner. Discussions between speakers and members of the audience will not be allowed. Time limits are 3 minutes per person or 5 minutes per group. Please identify yourself and your location so that your statements can be recorded.

No one wished to address the Board.

NEW BUSINESS

SUBJECT: Resolution 2021-05 for Tentative Award for Shallowbag Bay Sewer Pump Station Replacement

This is a tentative award because the bid has to go to the State of North Carolina Department of Environmental Quality (NCDEQ) for their approval. NCDEQ is providing funding for a \$606,000 zero-interest 20-year loan and a \$500,000 loan forgiveness grant. The Board of Commissioners needs to approve the bid before the State will consider it.

MOTION: A motion was made by Commissioner Burke and seconded by Commissioner Walker to approve Resolution 2021-05 for Tentative Award for Shallowbag Bay Sewer Pump Station Replacement and was approved by the following roll call vote: Ayes: Mayor Pro-Tem Selby, Commissioners Burke, Mann, Borland, Walker, and Collins. Nays: None. Absent: None. **Motion carried unanimously.**

SUBJECT: Appointment to Land Transfer Tax Appeals Board

This is an appointment to the Dare County Land Transfer Tax Appeals Board. This board has not met in six years and only meets when there is an appeal to the land transfer tax. We need to appoint a representative from Manteo for this position and they can be a resident, an elected official, or a staff member that lives in town. June Neri served on the board but she has moved away and now there is a vacancy. After discussion, the Board decided to appoint Town Manager James Ayers to the Land Transfer Tax Appeals Board.

MOTION: A motion was made by Commissioner Burke and seconded by Mayor Pro-Tem Selby to appoint James Ayers to the Land Transfer Tax Appeals Board and was approved by the following roll call vote: Ayes: Mayor Pro-Tem Selby, Commissioners Burke, Mann, Borland, Walker, and Collins. Nays: None. Absent: None. **Motion carried unanimously.**

SUBJECT: Appointment to Community-Police Advisory Board

Town Staff has received an application from Melissa Bender to be on the Community-Police Advisory Board. Members of the Community-Police Advisory Board serve terms of two years and there are currently six members on that board. The Community-Police Advisory Board can have a minimum of three members and a maximum of seven members. The Board can choose to stagger the terms for the Community-Police Advisory Board when the terms expire.

JUL 07 2021

171

MOTION: A motion was made and amended by Commissioner Walker and seconded by Commissioner Borland to appoint Melissa Bender to the Community-Police Advisory Board with a term that will expire with the rest of the members on the Community-Police Advisory Board and was approved by the following roll call vote: Ayes: Mayor Pro-Tem Selby, Commissioners Burke, Mann, Borland, Walker, and Collins. Nays: None. Absent: None. **Motion carried unanimously.**

MAYOR'S/COMMISSIONERS COMMENTS

Commissioner Burke: He thanked everyone for the 4th of July Celebration. He stated that the only complaint that he heard was the food vendors were missed. He wasn't sure if there were not a lot of food vendors because there was not enough time to get them.

Commissioner Mann: He thanked town staff for the 4th of July Event. He acknowledged that town staff and Public Works put in a lot of extra hours and he wanted to thank them for all of their hard work.

Commissioner Borland: He appreciated all the hard work and stated that this event is great for the community.

Commissioner Collins: He thanked town staff, especially the Public Works Department and Police Department for helping with the Juneteenth Celebration. He stated that Tshombe Selby is a great singer and he makes Dare County proud.

Mayor Pro-Tem Selby: She stated that she is going to echo everyone else and say that the 4th of July was wonderful and hard work happened before, after, and during the celebration. She has been talking with people on the street about affordable housing and she hopes that the Board will revisit this conversation. We have a 20-year plan and people want to be a part of the conversation. She will be working to get people together to have this conversation to see where we are and how we can help get moving.

Commissioner Walker: She praised all of the Town Staff for the 4th of July. She was asked about the water quality downtown and she was concerned because she wanted to make sure that the water is safe. She had another concern about the business signs, sandwich boards, and other miscellaneous things such as flowerpots that are blocking sidewalks in town. The sidewalks need to be cleared of things that should not be there.

Planner Dickerson stated that the ordinance requires that any signage be kept within the footprint of the structure. She has sent some friendly email reminders because there are some new business owners downtown. She did a sign sweep on the corridor yesterday and picked up about a dozen illegal signs.

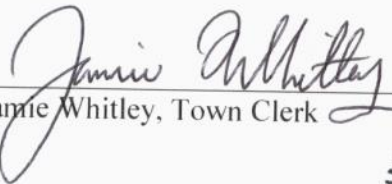
Mr. Ayers stated that we will continue to step up our enforcement efforts.

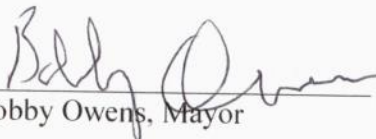
172 JUL 07 2021

There being no further business to come before the Board or other persons to be heard, a motion was made by Commissioner Mann and seconded by Commissioner Walker and the meeting was recessed at 6:53 p.m. until July 21, 2021, at 5:00 p.m. The motion was approved by the following roll call vote: Ayes: Mayor Pro-Tem Selby, Commissioners Burke, Mann, Borland, Walker, and Collins. Nays: None. Absent: None. **Motion carried unanimously.**

This the 7th day of July 2021.

ATTEST:


Jamie Whitley, Town Clerk


Bobby Owens, Mayor



JUL 07 2021

173



RESOLUTION 2021-05

**TENTATIVE AWARD
FOR
SHALLOWBAG BAY SEWER PUMP STATION REPLACEMENT**

WHEREAS, the Town of Manteo, North Carolina has received bids, pursuant to duly advertised notice therefor, for construction of the Shallowbag Bay Sewer Pump Station Replacement, CWSRF Project No. CS370798-02, and

WHEREAS, Green Engineering P.L.L.C., Consulting Engineers have reviewed the bids; and

WHEREAS, Enviro-Tech Unlimited Construction Services, LLC was the lowest responsible bidder with a base bid price of \$1,078,035.00 plus an additive alternate no. 2 price of \$24,500.00 for a total bid amount of \$1,102,535.00, and

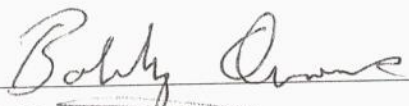
WHEREAS, the Consulting Engineers recommend **TENTATIVE AWARD** to the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that **TENTATIVE AWARD** is made to the lowest responsible bidder in the Total Bid Amount of \$1,102,535.00.

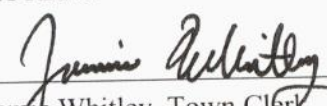
BE IT FURTHER RESOLVED that such **TENTATIVE AWARD** be contingent upon the approval of the North Carolina Department of Environmental Quality.

Upon motion of Commissioner Burke, seconded by Commissioner Walker, the above **RESOLUTION** was unanimously adopted.

This the 7th day of July, 2021.


Bobby Owens, Mayor

ATTEST:


Jamie Whitley, Town Clerk



JUL 07 2021

174

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